# COLLECTIVE BARGAINING AGREEMENT

*Darren Mudge NEA President 1/19/2021*
*Patrick Manning Superintendent 1/19/2021*
*Nenana EA Ratification 1/27/2021*

BETWEEN

**NENANA CITY SCHOOL DISTRICT**

AND

**NENANA EDUCATION ASSOCIATION**

**July 1, 2021 - June 30, 2024**

## TABLE OF CONTENTS


**AGREEMENT AUTHENTICATION EXECUTION** 4

**100 DEFINITIONS** 5

**200 MANAGEMENT RIGHTS** 5

**300 RECOGNITION** 5

**400 SCOPE OF AGREEMENT** 6

**500 CONFORMITY TO LAW** 6

**600 DURATION OF AGREEMENT** 6

**700 DISTRIBUTION OF AGREEMENT** 6

**800 BARGAINING FOR A SUCCESSOR AGREEMENT** 6

**900 STRIKES** 7

**1000 INSURANCE** 7

**1001 LIFE INSURANCE** 8

**1100 TRAVEL PAY** 8

**1200 LEAVE** 8

1201 Personal 8
1202 Sick 8
1203 Accumulated Sick Leave Compensation 9
1204 Association 9
1205 Other 9
1206 Leave Rights and Responsibilities 9
1207 Maternity, Paternity and Adoption Leaves 10
1208 Civil Leave 10
1209 Sabbatical Leave 10
1210 Travel Delay 11
1211 Bereavement Leave 11

**1300 WORK YEAR AND WORK DAY** 12

1301 Work Year 12
1302 Work Day 12
1303 Duty-Free Lunch 13

**1400 TRAINING** 13

140 In-service Planning 13
1402 Personal Professional Development 13

**1500 ACADEMIC FREEDOM** 13

**1600 PERSONNEL FILES** 13

**1700 EVALUATION** 14
1701 Evaluation Schedule 14

**1800 DISCIPLINE** 15

**1900 REASSIGNMENT** 15

**2000 REDUCTION IN FORCE** 16

**2100 INDIVIDUAL TEACHER CONTRACT** 17

**2200 GRIEVANCE PROCEDURE** 17
2201 Definition of Grievance 17
2202 Purpose 17
2203 Time Lines 18
2204 Representation 18
2205 Participation 18
2206 Witnesses 18
2207 Noninterference with Duty 18
2208 Grievance Hearing Decisions 18
2209 Stipulated Settlements 18
2210 Obligations of the Parties 18
2211 Grievance Filing 19
2212 Hearing 19
2213 Arbitration 19

**2300 COMPENSATION** 20
2301 Salary Payment 20
2302 Payroll Deductions 20
2303 Salary Errors 20
2304 Column Placement 21
2305 Step Placement 21
2307 Salary Schedule 22
2308 Extra Curricular Activities 22
2309 Extra Curricular Activities Schedule 22

**2400 ASSOCIATION RIGHTS** 23
2401 Dues Deduction 23
2402 Use of Facilities and Equipment 24

**Appendix 1: Salary Schedule** 25

**Appendix 2: Extra Duty Contract Compensation Schedule** 28

## AGREEMENT AUTHENTICATION EXECUTION

WHEREAS, the representatives of the Board and the representatives of the Association have collectively bargained the terms and conditions of this Agreement; and

WHEREAS, the Association has certified in writing that this Agreement has been ratified by the affirmative vote of a majority of the Association's members; and

WHEREAS, the Board has ratified this Agreement by the affirmative vote of a majority of the Board at a duly convened public meeting.

THEREFORE, BE IT RESOLVED that the Board and the Association do hereby certify that this document is an authentic and true copy of said Agreement; and

BE IT FURTHER RESOLVED that the Board and the Association do hereby fully execute this Agreement by affixing hereto the signatures of the Board President and of the Association President.

Jaime Mayrand, President
Nenana City School District Board

02/03/2021
Date

Darren Mudge, President
Nenana Education Association/NEA-Alaska/NEA

1/29/2021
Date

## 100 DEFINITIONS

**Agreement**: This collective bargaining agreement.

**Association**: The Nenana Education Association/NEA-Alaska/NEA.

**Association President**: The President of the Association or his or her designee.

**Board**: The governing body of the Nenana City School District.

**Day**: A calendar day except as otherwise provided in this Agreement.

**District**: The Nenana City School District.

**Seniority:** Continuous length of service counted from the first contract day of any school in the District for that school year. If two (2) or more Teachers have the same date of hire, then seniority will be determined by job qualifications based on transcripts and teaching experience. Seniority for Teachers hired after the first day of school will be dated from their first contract day worked.

**Superintendent**: The Superintendent of the District or his or her designee.

**Teacher**: A regularly contracted District employee who occupies a position for which a standard Alaska Teacher's certificate is required, who is regularly assigned to work at least half the standard work day, and whose primary duty assignment is to provide direct instructional, counseling, or library services to students.

## 200 MANAGEMENT RIGHTS

The Board expressly retains all rights, powers, and duties to govern and manage the District except as may specifically be limited or abridged by this Agreement. For illustrative purposes and without in any way affecting the generality of the above statement, said management rights shall include but not be limited to:

1. The determination of the mission, goals, objectives, programs, curriculum, budget, organization, staffing, and operation of the District including the means and methods for accomplishing same;
2. The administration of the District, the operation of the schools, and the management and control of all District property;
3. The establishment, combination, modification, elimination, classification, and reclassification of positions; and
4. The administration and supervision of all employees including but not limited to the recruitment, selection, appointment, assignment, reassignment, direction, evaluation, promotion, demotion, suspension, discipline, layoff, recall, and discharge of employees and the establishment of hours of work, duties, and working rules for employees.

## 300 RECOGNITION

The District recognizes the Association as the exclusive bargaining agent for the District's Teachers.

In an effort to maintain a collaborative, interest based approach throughout the duration of this agreement, the District and the Association agree to make every effort to meet on at least a quarterly basis, throughout the traditional school year, in order to communicate and attempt to

proactively resolve any issues relating to this contract and/or relations between the District, its' administrators, and the Association and its' members. Tentative quarterly dates will be set when NCSD teachers/employees return to school each August.

## 400 SCOPE OF AGREEMENT

This Agreement constitutes the full and complete agreement between the District and the Association and Teachers and expressly supersedes any other agreement whether express or implied. This Agreement may be modified or amended only by written instruments duly executed by the authorized representatives of the District and of the Association. Any other attempt to modify or amend this Agreement shall be null and void.

## 500 CONFORMITY TO LAW

If any provision of this Agreement be found contrary to law by a court, agency, or tribunal having jurisdiction and enforcement powers over the District, and if said body orders the Agreement cured, such provision shall be invalid and unenforceable upon the exhaustion of any appeal, but all other provisions of this Agreement shall remain unaffected. Neither the District, the Association, nor the Teacher shall be entitled to make any claim for damages as a result of any such tainted provision.

In the event that a provision of this Agreement becomes invalid and unenforceable pursuant to this article and in the event that more than one hundred and twenty (120) days remain before the expiration date of the Agreement, either party may issue a written request to bargain to be received by the other party within twenty (20) days after the effective date of the invalidation. Within twenty (20) days after the date of receipt of the request, the parties shall meet to bargain a cure for the tainted provision.

## 600 DURATION OF AGREEMENT

This Agreement shall become effective on July 1, 2021 and shall expire on June 30, 2024. Neither the District nor the Association shall be compelled to bargain regarding terms and conditions of employment to be effective during the term of this Agreement.

## 700 DISTRIBUTION OF AGREEMENT

Upon full ratification of this Agreement, a document with original signatures will be provided to the President of the Association. Furthermore, the District will make the document available on the District's web-site within thirty (30) days of ratification. It is the responsibility of the Association to notify its members regarding the availability of the negotiated contract.

## 800 BARGAINING FOR A SUCCESSOR AGREEMENT

Either the Superintendent or the Association President may initiate bargaining for a successor agreement by giving written notice to the other party to be received between, November 1 and January 31, inclusive, immediately preceding the expiration date. If neither party gives written notice within the period specified, the expiration date of this Agreement shall automatically be extended one (1) year.

Within twenty (20) days after receipt of the notice, by mutual agreement the date for the first bargaining session shall be calendared. Not less than five (5) days prior to the opening session, the parties shall simultaneously exchange their respective complete proposals. Notwithstanding

the provisions of this paragraph, the parties may mutually, and in writing, agree to alter the schedule herein and/or style of bargaining (i.e. interest based bargaining or traditional).

In the event of an impasse requiring advisory arbitration, the arbitrator shall be selected in the manner provided under Section 2213

When agreement is reached, the Association shall promptly submit it to its members for ratification. Once the Association Team has certified in writing that the members have ratified the agreement, the Superintendent shall promptly submit it to the Board for ratification.

## 900 STRIKES

The Association agrees that while this Agreement is in effect and until impasse occurs in the bargaining for a successor agreement, the advisory arbitration process is completed, and a subsequent strike vote has been certified by the Alaska Labor Relations Agency, there shall be no strike or other concerted job action that interferes with the normal operations of the District.

This section does not prohibit a strictly "informational picket," conducted off District premises, that does not interfere with the normal operations of the District.

The District shall not lock out Teachers prior to the certification of a strike vote as provided above.

## 1000 INSURANCE

The District shall provide, at District expense, group health care to the employee, spouse, and dependents through the Public Education Health Trust, Plan A - Medical / B – Dental. Any change to this plan will be mutually agreed upon by the District and the Association through a committee with representatives from the Nenana Education Association, the Nenana Educational Support Staff Association, and the Superintendent and/or his Designees.

In the event that spouses are both eligible for District-provided health insurance, the District shall provide direct coverage only to one spouse. The spouse not provided direct coverage shall be covered as a dependent under the other spouse's direct coverage.

If a Teacher declines the district-provided health insurance, the Teacher must follow the Open Enrollment or Life Change rules defined by the insurance company. If aTeacher moves from part-time to full time employment, the Teacher may elect to enroll in the district-provided insurance again in a new enrollment window.

The District agrees to provide health insurance for employees on a twelve (12) month basis. Employees whose employment terminates prior to the end of the school term will be covered until the last day of the month in which their employment terminates.

For the Teacher continuing employment from year to year, coverage shall continue during the summer vacation. It is further agreed that the same coverage will be extended until August 31 for any terminating teacher who holds and completes a full year contract.

Our current provider utilizes a paperless system and does not provide booklets or paper claim forms. The specific terms and conditions of coverage shall be governed by the insurance contracts and policies in force. Any disputes regarding claims shall be between the insured and the carrier unless the action of the carrier is at the direction of the District. Upon request, the

District shall provide contact information of those who may be able to assist the Teacher with a claim dispute.

## 1001 LIFE INSURANCE

The District shall provide up to $10,000 life insurance and accidental death and dismemberment benefits to all Employees at no premium cost. When the plan permits, the Employee may maintain additional life insurance coverage at their own expense when coverage decreases due to plan provisions.

## 1100 TRAVEL PAY

Pursuant to District policy, the Teacher shall be paid for travel on official District business that has the prior written approval of the Superintendent. Payment shall be made promptly upon submission of supporting documentation as required.

The Teacher's personal vehicle may not be used for travel on official District business except upon the Teacher's request and the prior written approval of the Superintendent.

## 1200 LEAVE

### 1201 Personal

The Teacher shall accrue compensated personal leave at the rate of one third (1/3) day for each period of twenty (20) paid days during the work year, not to exceed three (3) days accrual per work year. There shall be no partial day accrual for a period of fewer than twenty (20) paid days. Up to five (5) personal leave days may be accrued from year to year and up to five days may be used in any one year. The anticipated accrual of personal leave shall be pre-credited on the Teacher's first working day of the work year. At the end of the work year, any personal leave used in excess of the amount actually available shall be reflected in a deduction from the Teacher's final paycheck. Upon request, unused personal leave shall be reimbursed at the end of the year at the rate of certified substitute pay for no more than three days total.

Requests for personal leave shall be made to the supervisor not less than forty-eight (48) hours in advance. In the case of emergency, a shorter request period shall be allowed.

### 1202 Sick

The Teacher shall accrue compensated sick leave at the rate of one and one third (1 1/3) days for each month the majority of which is served and shall have the right to use sick leave without limit as to duration for the Teacher's personal illness or injury which necessitates absence from duty. The anticipated accrual of sick leave shall be pre-credited on the Teacher's first working day of the work year. At the end of the work year, any sick leave used in excess of the amount actually available shall be reflected in a deduction from the Teacher's final paycheck.

The Teacher may use accrued sick leave to attend to a member of the immediate family who is ill or injured.

Notice of the intended use of sick leave shall be given to the supervisor as far in advance as is reasonably possible. The District, with cause may require a written statement from the attending physician certifying the need for the leave. The District may require additional certifications at its own expense.

A Sick Leave Bank shall be established by the District and maintained by the association. The bank shall be administered by a committee comprised of association members. Sick leave bank draws shall not exceed one hundred (100) days per year without the consent of the Board.

**1203 Accumulated Sick Leave Compensation**

If a Teacher is eligible for retirement and TRS retirement becomes effective immediately, or if a Teacher terminates employment after being employed with the Nenana City School District, the Teacher shall receive full pay at his/her daily rate for accumulated unused sick leave as follows:

10 - 15 years of service: 15 days
16 - 20 years of service: 30 days
21 - 30 years of service: 45 days
31+ years of service: 60 days

Bargaining unit members who are discharged for cause will not be eligible for this bonus.

Teachers in Tier I or Tier II, where credit for unused sick leave is part of the system are not eligible for this bonus.

If the state retirement system (TRS) changes its policies to allow retirement credit for unused sick leave, this provision shall be null and void.

If a Teacher, who has received this bonus returns to work for the District as a Teacher, wishes to restore the sick leave balance, the Teacher may request to reimburse the District using payroll deduction, cash payment, deduction of sick leave days, or a combination thereof equal to the bonus.

**1204 Association**

The Association may use up to ten (10) days paid leave per standard work year for Teachers to attend to Association business. Written notice of the impending use of Association leave shall be received by the Superintendent from the Association not less than five (5) days in advance.

Unused leave shall accumulate from year to year not to exceed fifteen (15) days total. Association leave used shall not result in a loss of compensation for the Teacher.

**1205 Other**

The Teacher shall be entitled to such other compensated or non-compensated leave as may be required by law. Additionally, at the discretion of the District, the Teacher may be granted compensated or non-compensated leave not specified in this article. Such discretional leave may include but shall not necessarily be limited to administrative, military training, personal, professional development and civic.

**1206 Leave Rights and Responsibilities**

A compensated leave shall not be considered a break in service except as it may affect the accrual of sick leave as provided above. A non-compensated leave shall not be considered a

break in service except as it may affect the accrual of sick and/or personal leave as provided above. The Teacher's group health, term life, and accidental death and dismemberment insurance shall be terminated effective the twenty-first (21st) day of non-compensated leave except as may be required under the Federal Family and Medical Leave Act of 1993 (FMLA) and the Alaska Family Leave Act (AFLA).

For each period of leave, the Teacher shall complete and sign a leave request/report form as required by the District. The reason(s) for the leave shall be stated with sufficient specificity for the District to verify conformity with the provisions of this article. By signing the leave request/report, the Teacher certifies that the statements made thereon are true and correct.

### 1207 Maternity, Paternity and Adoption Leaves

The Teacher may use accrued sick leave in the event of the birth or adoption of the Teacher's child. In addition, a leave of absence without pay may be requested and shall be granted to a Teacher for the purpose of caring for a newborn or newly adopted child. The leave of absence without pay for a newly adopted child may include such time as may be necessary to finalize the adoption and/or to have the child placed in the care and custody of the adopting Teacher.

Requests for child care leave shall be made thirty (30) days prior to the expected date of the birth or adoption of the child. If the date of birth or adoption requires leave to begin in less than thirty (30) days, the Teacher shall provide notice as soon as practicable. Child care leave shall begin when the child is born or received unless the employee is eligible for sick leave under Article 1202 or 1206 of this Agreement, in which case child care leave will begin following the period of sick leave.

### 1208 Civil Leave

A Teacher called for jury duty shall be granted leave with pay. A Teacher subpoenaed during the school year by a court or administrative agency or for an informal dispute resolution hearing appointed pursuant to court order to give testimony in a criminal or civil case in which the Teacher is a victim of an alleged felony or to which the Teacher is not a party will receive full compensation at the employee's contracted per diem rate.

A Teacher subpoenaed during the school year by a court or administrative agency or for an informal dispute resolution hearing appointed pursuant to court order to give testimony in a criminal or civil case to which the Teacher is a party will receive leave with pay.

Employees whose scheduled duty day exceeds four hours on a primary or general election day may be given time off to vote.

### 1209 Sabbatical Leave

A sabbatical is a year or half a year of absence given to qualified Teachers by a sabbatical leave committee consisting of two (2) representatives appointed by the Association, two (2) representatives appointed by the Board and one (1) representative mutually agreed upon by both the Association and the Board. The sabbatical plan for education shall exhibit potential educational benefits to the individual, peer Teachers and to the District. The plan shall also involve aspects of study that may involve travel.

The District also agrees to:

1. Start the process in the fall of each school year with all applications due no later than January 15.

2. Complete the process and notify the candidates before March 1 in order for the candidates to be able to:
    a. Work with others in the District regarding the goals of the sabbatical in order to maximize the benefit for as many people as possible.
    b. Qualify for another type of leave.

Upon return from sabbatical, the Board may assign the Teacher to district-wide duties for one (1) semester in lieu of his or her regular teaching assignment, so that the expertise acquired during his or her sabbatical year may be used as a resource.

Upon return from sabbatical leave the Teacher shall advance on the salary schedule as if he or she had been teaching during the sabbatical year.

During the sabbatical leave the Teacher shall receive, upon written request:

1. Seniority accrual.
2. Full health insurance coverage as per Article 1000.
3. The Teacher may pay the TRS contribution based upon the anticipated salary had the Teacher not taken the sabbatical year, in accordance with state law.

The Teacher shall retain sick leave and personal leave accumulated prior to his or her sabbatical.

The Teacher must return to duty no later than the start of the semester following completion of the sabbatical year and must fulfill at least one (1) year of duty thereafter or be subject to forfeit of any rights guaranteed in Article 1208 and repayment of District costs incurred for insurance.

### 1210 Travel Delay

When a Teacher is delayed by transportation difficulties beyond his or her control, no disciplinary action may be taken against the Teacher. The Teacher's absence under these circumstances will be charged to personal leave and/or sick leave.

When a Teacher on District authorized business is delayed by transportation difficulties beyond his or her control, time absent from the job will be charged to administrative leave. In the event of severe weather when buses are not transporting students to school, Teachers may apply for Administrative Leave.

### 1211 Bereavement Leave

For the purposes of this section, the "immediate family" shall consist of the Teacher's spouse, domestic partner, child, parent and/or guardian, sibling, grandchild, grandparent, and in-laws.

In the event of the death of a member of the immediate family, the Teacher/Employee shall be allowed up to a minimum of ten (10) duty days of absence with pay. Such absence shall be considered as personal and/or sick leave. Administrative leave up to ten (10) days with pay may be granted by the Superintendent when personal and sick leave has been exhausted.

Additionally, the Teacher/Employee may use accrued sick leave at the rate of not more than a total of ten (10) days per standard work year to attend the funeral of an immediate family member. If out of state travel is required, the use of up to five (5) additional days of sick leave shall be allowed.

The District may grant leave with pay to a Teacher/Employee, upon request, in the case of the death of a person not defined as immediate family. Such absence shall be considered as personal and/or sick leave. Administrative leave up to five (5) days with pay may be granted by the Superintendent when personal and sick leave has been exhausted.

If due to bereavement, an association member is unable to return to work and sick and personal leave have been exhausted, the association member may be granted a leave of absence without pay for a mutually agreed upon period of time.

## 1300 WORK YEAR AND WORK DAY

### 1301 Work Year

The standard work year shall be one hundred eight-eight (188) days inclusive of state-mandated school holidays. Notwithstanding, for the Teacher's first year of employment as a District Teacher, the standard work year shall be one hundred eight-nine (189) days.

The District may require Teachers occupying certain positions to serve a maximum of two hundred fifteen (215) work days, in which event the Teacher shall be paid at the daily salary rate for the additional days beyond the standard work year. Upon the mutual written agreement of the Teacher and the District as to the amount of additional service and the compensation thereof, the Teacher may voluntarily serve beyond the standard work year.

If the Teacher serves less than the full standard work year, the Teacher's salary and any benefits based on the standard work year shall be prorated accordingly.

### 1302 Work Day

The standard workday for the Teacher shall consist of seven and one half (7.5) hours, exclusive of a duty-free lunch period. From time to time, the workday may be extended for up to one hour per week for professional activities including but not limited to staff and committee meetings, student-teacher and parent-teacher conferences, and open house functions.

If the Teacher is contracted to work less than the standard workday, the Teacher's salary, leave, preparation time and other quantifiable benefits shall be prorated accordingly. "Other quantifiable benefits" shall include but not be limited to health, term life, and accidental death and dismemberment premiums, with the Teacher paying the pro rata share of the premium rates via monthly payroll deductions. For purposes of this paragraph, "premium rates" under a self-funded plan shall be the COBRA net premium rates as calculated by the plan administrator.

During days that school is in session, the Teacher shall be granted preparation time during the student contact day at the rate of no less than two hundred fifty (250) minutes per five-day week for a full-time Teacher. Preparation time shall be in increments of not less than thirty (30) minutes for elementary and not less than a standard class period for Jr. High/High School five (5) days a week. Any variation to this schedule shall be agreed upon by the Association.

Notwithstanding the District shall be granted flexibility of up to ten (10) events per Teacher, during the school year, where the Teacher may be required to relinquish preparation time, providing every effort has been made to provide the preparation time.

### 1303 Duty-Free Lunch

As per AS 14.20.097, each Teacher shall be allotted a duty-free lunch time of at least thirty (30) minutes per day between the hours of 11:00 a.m. and 1:00 p.m.

## 1400 TRAINING

### 140 In-service Planning

In-service planning, development, and implementation will be a collaborative effort between teacher-leaders and principals. If these activities take place outside of the school day, compensation will be at the teacher's hourly rate. Any plans are subject to approval of the Superintendent.

### 1402 Personal Professional Development

Each teacher will have an opportunity to attend professional development event(s) during the life of the contract and access up to three (3) professional leave days and up to $1,000 (one thousand dollars) to cover expenses exclusive of the cost of a substitute teacher. The District will budget $10,000 per year to utilize this provision.

A teacher who wishes to utilize this benefit must submit a proposal form no later than thirty (30) days in advance of the event to their Principal for review and to the Superintendent for approval.

A Teacher who chooses to terminate employment within six (6) months of completion of the personal professional development shall reimburse the District for district incurred expenses.

## 1500 ACADEMIC FREEDOM

The Teacher shall have the responsibility to plan, develop, and implement teaching techniques and methodologies that optimize appropriate learner outcomes subject to the utilization of sound professional judgment and in keeping with applicable course outlines, curriculum guides, and the designated instructional program that are appropriate to the subject, grade, and level taught. When the potential for a controversial issue is anticipated, or arises after introduction, the Teacher shall notify the principal before introducing or continuing instruction concerning such issues. The discussion of controversial issues shall be conducted in an unprejudiced and dispassionate manner designed to foster a spirit of inquiry. Issues may not be introduced which have the inherent effect of reflecting adversely upon persons because of their race, sex, color, creed, national origin, or ancestry. The Board, in keeping with their responsibility to the public, reserves within their exclusive domain final decision-making authority in all matters of educational policy, including but not limited to the selection of textbooks, library books, and other instructional resources and in the determination of the curriculum, educational programs, and what shall and shall not be taught to the District's students.

## 1600 PERSONNEL FILES

The Employee's Personnel file shall be the property of the District. Non-public file contents may be examined by the Employee's supervisor(s), Superintendent or designee with a bona fide need, and the Board, acting in an official capacity. A written record containing the name of who viewed the file and date of viewing will be kept with the file. Timely file access shall be granted

during regular office hours by arrangement with the authorized personnel file custodian. The Employee (or designee with the employee's written authorization) may examine the file contents including confidential working files, and, upon request, be provided one (1) copy of said contents. This review must take place in the presence of the personnel file custodian.

Upon placing negative materials in the personnel file, the documents shall indicate proof that the Employee has had the opportunity to read and initial the material. The Employee shall have the right to make a written statement relative to the negative materials placed in the personnel file.

The District may keep working files on Employees. If the materials are of a negative nature, the Employee will be notified. Employees shall have the right to review and to respond in writing to any of the materials placed or kept in the working file. Upon request by Employee, the district shall provide the employee a copy of any material that is being placed or kept in the working file. Working files shall be confidential. Material within working files will be removed after two years.

Upon request by an Employee, documentation reflecting a local, state or national award pertaining to his or her professional activities shall be inserted in his or her personnel file.

No other secret, duplicate, or alternate personnel files shall be kept by the District or supervisor(s).

## 1700 EVALUATION

The Teacher shall be entitled to a confidential process of evaluation in accordance with the District's adopted procedures and Alaska state law, and the regulations of the Alaska Department of Education and Early Development, and will be limited to evaluating the Teacher's assigned contractual duties. The evaluator shall review the evaluation with the Teacher and shall submit a copy of the completed evaluation documents to the Teacher and to the Superintendent for placement in the Teacher's personnel file.

Informal observations with informal written or verbal feedback to the Teacher may be conducted throughout the school year at the discretion of the administration.

The primary purpose of the teacher evaluation process is one that fosters teacher learning and improved instruction. When a "Plan of Improvement" or in some cases, a "Plan of Professional Growth" is implemented, the teacher evaluation process is instead the tool required to measure teacher competence. The District believes in the concept of continuous improvement, which means that regardless of the proficiency score noted on the teacher evaluation document, suggestions for improved teacher learning/instruction are appropriate and should be provided by the evaluator. These types of suggestions, when it is clear that the document is being used for the purpose of teacher learning and improved instruction can become the basis for professional, collaborative discussion that leads to clear communication, and continuous improvement.

The District encourages Teachers to be proactive, introspective, and collaborative in the evaluation process by providing their evaluator with relevant information, prior to or throughout the process that can be included with or attached to the completed evaluation document.

### 1701 Evaluation Schedule

The first evaluation process will be completed during the first semester for Non-Tenured Teachers. The second evaluation process for Non-Tenured Teachers will be completed by March 31 of each school year.

Tenured Teacher's evaluations will be completed during the first or second semester with the observation portion completed no later than February 15 and the review portion completed no

later than February 22 of each school year. Tenured Teachers who have received an overall rating of 3.5 or higher on their previous year's evaluation may opt out of the formal evaluation process for the current year by notifying the principal/evaluator in writing on or before October 31. The metric may be changed based on the adoption of a different evaluation tool.

If the evaluation is not completed, the evaluation will be considered satisfactory, or at the Teacher's option, the Teacher may initiate completion of the evaluation document.

Additional evaluation processes for Tenured or Non-Tenured Teachers may be conducted throughout the school year at the discretion of the administration.

Any Tenured or Non-Tenured Teacher who has received a score of "Basic" or "Unsatisfactory" on any portion of their evaluation, may initiate an additional evaluation process by making their request, in writing, to their evaluator prior to April 1 of each school year.

A Plan of Professional Growth may be implemented at any time during the school year in accordance with the Teacher Evaluation Regulations of the Alaska Department of Education and Early Development. A Plan of improvement may be implemented at any time during the school year in accordance with AS 14.20.149(e) and the Teacher Evaluation Regulations of the Alaska Department of Education and Early Development.

## 1800 DISCIPLINE

No Teacher shall be disciplined, deprived of any professional privilege or advantage, reprimanded, transferred or non-retained without just cause. Notwithstanding, probationary Teachers may be non-retained in accordance with Alaska state law.

1. The Teacher shall have the right to Association representation at any investigatory or disciplinary conference. A Teacher who serves as the Association representative at any investigatory or disciplinary conference held during the standard workday shall be allowed to do so without loss of pay.
2. The District recognizes the principles of progressive discipline, based upon *Grievance Guide*, Ninth Edition, Bureau of National Affairs, Washington, DC, 1995.

## 1900 REASSIGNMENT

A copy of each teaching position vacancy notice shall be transmitted to the Association President not later than the date the notice is posted publicly or transmitted to the media or to a Teacher placement service.

The Superintendent shall give consideration to any written request from the Teacher for reassignment of grade or subject. On September 1 of each year, all previously received written reassignment requests shall be voided, and the Teacher who so desires may submit another written request. Promptly upon making a decision regarding a request for reassignment, the Superintendent upon request shall provide the Teacher with written notice of the decision. The Teacher may at any time withdraw a request for reassignment by giving written notice to be received by the Superintendent prior to receipt by the Teacher of the decision to grant the request.

The Teacher shall be given not less than two (2) weeks prior written notice of a substantial involuntary reassignment of duties. The Teacher shall not be involuntarily reassigned in an arbitrary or capricious manner.

The Superintendent shall confer with the Teacher regarding an involuntary reassignment decision.

## 2000 REDUCTION IN FORCE

When a reduction in force (RIF) of tenured staff becomes necessary due to a district-wide reduction in enrollment or other lawful reason, Teachers will be laid off pursuant to the terms of a layoff plan adopted by the Board. The plan shall identify academic programs to be cut and maintained. Layoff will be on the basis of seniority.

The District may place a tenured Teacher on layoff status only after the District has given notice of non-retention to all non-tenured Teachers. The District shall comply with the notice requirements set out in AS 14.20.140 in placing a tenured or non-tenured Teacher on layoff status.

For purposes of this article, a tenured Teacher is considered qualified for a position if the position is in:

1. Grades K through 8 and the Teacher has:
    a. an elementary endorsement;
    b. a middle school endorsement; or
    c. a secondary certificate with a subject area endorsement in the area of assignment or the Teacher has, within the two (2) years immediately preceding the last date on which the Teacher performed teaching services in the District before being laid off, received an evaluation stating that the Teacher's performance in the subject or subjects meets the District's performance standards.
2. Grades 9 through 12 and the Teacher has an endorsement for each subject area or the Teacher has, within the two (2) years immediately preceding the last date on which the Teacher performed teaching services in the District before being laid off, received an evaluation stating that the Teacher's performance in the subject or subjects meets the District's performance standards.

For a period of three (3) years after layoff a Teacher is on layoff status and is entitled to a hiring preference in the district where the Teacher had been employed. If a Teacher is offered a teaching position under this subsection and the Teacher declines the offer or fails to accept it within ninety (90) days, the Teacher is no longer considered to be on layoff status and is no longer entitled to a hiring preference under this section unless the Teacher declines the offer because the Teacher is contractually obligated to provide professional services to another private or public educational program.

1. Recall of Teachers who are laid off shall be subject to the order of priority for placement in Article 1900 of this agreement and consistent with subsection (10) of this section.
2. The District shall provide the Association with a list of laid off Teachers on an annual basis.
3. A Teacher on leave at the time RIF occurs will be treated for the purpose of RIF with the same consideration and seniority rights as if presently teaching. Notice shall be given at the same time as to other Teachers who were laid off.
4. To maintain a position on the RIF list, a Teacher shall not be required to:
    A. accept a reemployment contract of less than one (1) full school year as defined in A.S. 14.20.150; or
    B. accept a reemployment contract for a position that is of less time than his or her position at the time of being laid off.

Refusal to accept such a reemployment contract within thirty (30) days shall remove the Teacher from the RIF list.

5. Any Teacher who has received notice of RIF may apply for a leave of absence without pay. A Teacher taking a leave of absence shall be placed on the recall list at the end of the leave.
6. Such leave shall not deprive the Teacher of any benefits earned including, but not limited to, tenure. A Teacher has the option to continue health insurance coverage at his or her own expense during such leave of absence for a period of up to eighteen (18) months.
7. The Board agrees to submit to the Alaska Employment Security Division the names of all Teachers laid off.
8. RIF does not constitute a break in service for retaining tenure rights and accrued sick leave, when the Teacher is reemployed.
9. For the purpose of this agreement, seniority will be dated from the first day of active duty under the employment contract.
10. The District shall notify the Association of any need for RIF as soon as the need is identified and shall provide a Teacher seniority list. In addition to consideration of district-wide program needs and budgetary constraints, the District shall endeavor to determine those Teachers seeking leaves of absence of at least one (1) year and/or those Teachers intending to resign or retire before determining the number of Teachers that will be laid off.
11. Recall shall be in inverse order of layoff. Criteria to be considered are: seniority, fields of study, type and quality of experience relative to the position to be filled, areas of competence and Teacher professional preparation.

## 2100 INDIVIDUAL TEACHER CONTRACT

The Teacher shall be provided an individual Teacher contract pursuant to applicable law and the provisions of this Agreement. Termination of the contract without the consent of the Board shall be deemed to be a breach of contract and shall constitute a resignation with prejudice. In such an event, the District may recommend to the Commissioner of the Alaska Department of Education and/or to the Professional Teaching Practices Commission that the Teacher's certificate be revoked.

## 2200 GRIEVANCE PROCEDURE

### 2201 Definition of Grievance

A grievance shall be a claim of an alleged violation, including misapplication or misinterpretation, of this Agreement or the terms of the employment contract between the individual Teacher and the Board.

### 2202 Purpose

The purpose of the grievance procedure shall be to secure a fair, equitable, and expeditious resolution to a grievance.

**2203 Time Lines**

The time lines provided under this article shall be adhered to strictly except by the prior written agreement of the Superintendent and the Association President. In the event that a timeline is exceeded by the Association, the grievance shall be waived. In the event that a timeline is exceeded by the District, the grievance shall automatically be eligible for appeal to the next level of the grievance procedure.

**2204 Representation**

The parties to the grievance shall be entitled to representation of their choosing in the processing of the grievance.

**2205 Participation**

The District shall take no reprisals for the Teacher's participation in the grievance procedure as provided under this article. Documents related to the processing of a grievance shall not be placed in the Teacher's personnel file.

**2206 Witnesses**

At grievance hearings, the parties shall be allowed to call, examine, and cross-examine witnesses.

**2207 Noninterference with Duty**

Grievance hearings shall be held outside the standard workday to avoid interference with Teacher duties. Notwithstanding, if the District and the Association agree to hold a hearing during the standard workday, Teacher participation shall not result in a loss of pay.

**2208 Grievance Hearing Decisions**

The hearing decision at each level shall be written and signed and shall set forth the reasons underlying the decision.

**2209 Stipulated Settlements**

The Superintendent and the Association President may stipulate in writing to a binding settlement of the grievance at any point in the process.

**2210 Obligations of the Parties**

Upon request by either party, the other party shall promptly furnish all requested non-confidential pertinent information that is in its possession or control. The parties to the grievance shall be obligated to abide by all of the provisions of this article for the processing of the grievance and shall be obligated to abide by all other provisions of the Agreement for the duration of the grievance. The District shall not be obligated to accept, hear, render a decision upon, or provide any redress whatsoever regarding the grievance not pursued in strict conformity with this article.

Except as otherwise may be provided under this article, the District and the Association shall each be responsible only for their own costs relative to their performance under the grievance procedure.

### 2211 Grievance Filing

In the event that an alleged violation of this Agreement is not resolved informally, the Association President may file a grievance to be received by the Superintendent within twenty-five (25) days after the date of the alleged violation. The grievance shall be in writing, shall set forth with reasonable specificity the facts of the grievance, shall set forth the provision(s) of the Agreement alleged to have been violated, shall specify the redress sought, and shall be signed by the Association President.

### 2212 Hearing

The Superintendent shall schedule a hearing to be held within twenty (20) days after the date of receipt of the grievance. At least seven (7) days in advance, the Superintendent shall notify the Association President in writing as to the date, time, and place of the hearing. If an extension is requested by the Association President at the time the initial grievance is filed, the date of the hearing shall be postponed up to thirty (30) days from the date that the grievance is received. The Superintendent shall deliver the decision to the Association President to be received within twenty (20) days after the date of the hearing.

### 2213 Arbitration

1. **Appeal to Arbitration:** The Association may give written, signed notice of appeal to the Superintendent to be received within twenty (20) days after the date of receipt of the hearing decision.

2. **Selection of Arbitrator:** Within fourteen (14) days after receipt of the appeal, or if the District is initiating arbitration, within 14 days of delivery of notice to the Association President, the Superintendent shall deliver a request to the American Arbitration Association to furnish a list of seven available arbitrators to the District and the Association President. The parties shall use AAA's strike and ranking method for selection of the arbitrator. The charges of the American Arbitration Association for arbitrator selection service shall be borne equally by the District and Association.

3. **Witnesses and Evidence:** Each party shall provide the other with a list of witnesses and a copy of any documentary evidence it plans to introduce not less than seven (7) days prior to the date of arbitration. This shall not be required for rebuttal witness and evidence.

4. **Rules:** Except as otherwise may be provided under this article, arbitration shall be conducted under the existing voluntary labor arbitration rules of the American Arbitration Association.

5. **Decision:** The arbitrator shall deliver the written decision to the Superintendent and to the Association President.

   The arbitrator shall make no decision that is contrary to this Agreement, nor shall the arbitrator have the authority to add to, subtract from, disregard, alter, or modify any

provision(s) of this Agreement, nor shall the arbitrator render a decision beyond the scope of the specific grievance. Furthermore, the arbitrator shall not have the power to change any practice, policy, or rule of the District except as it may directly pertain to the specific grievance.

In an award with a retroactive effect, the award shall not have effect before the Teacher's first day of work of the work year during which the initial grievance is received.

The arbitrator shall not have the power to award punitive damages.

6. **Restriction on Appeals:** The decision of the arbitrator shall be final and binding upon the parties and no appeal may be taken except under the express provisions of Alaska law for appeals of labor arbitration decisions.

7. **Charges:** The charges of the arbitrator and of the American Arbitration Association, if applicable, shall be borne equally by the District and the Association.

## 2300 COMPENSATION

### 2301 Salary Payment

Paychecks in equal installments will be prepared, distributed, direct deposited, or postmarked on a bi-weekly basis. If the pay date falls on a non-working day, the paycheck will be distributed the last working day prior to the non-working day. The District will provide a schedule of pay dates to the Association President or designee.

### 2302 Payroll Deductions

The District shall make payroll deductions as required by law and this Agreement. Upon proper written authorization, the District shall make payroll deductions for supplemental Teachers' Retirement System contributions, supplemental insurance premiums elected under Article 1000, Association dues, and tax sheltered annuity contributions. The District may make deductions not specified under this section upon the mutual written agreement of the Teacher and the District.

The Teacher may revoke a payroll deduction authorization effective the next scheduled payday by giving written notice to be received by the Director of Finance prior to the initiation of payroll processing for the specified payroll date.

### 2303 Salary Errors

The parties acknowledge and agree that it is the responsibility of the Teacher to review their contract and determine whether or not the contract contains any mistake in salary computation and/or placement by December 31st of the school year. An error in salary, whether a computation, clerical, or placement error, shall be corrected retroactively, but not beyond the Teacher's first working day of the school year during which the Superintendent receives written notice of the error. This written notice must be received by the Superintendent on or before December 31st of the school year. Thereafter, any right to retroactive correction shall be waived and the error shall be corrected prospectively only.

## 2304 Column Placement

The Teacher shall be placed on the appropriate column of the salary schedule on the basis of documentation submitted to the Superintendent as required showing the degree(s) conferred and the coursework completed prior to the first scheduled day on duty of the work year. Column placement shall further be governed by the following definitions:

1. **Approved Coursework:** Upper division or graduate (400 level or higher) coursework that is in the Teacher's work assignment, or that is otherwise approved in writing by the Superintendent. The coursework must be from an institution accredited by a regional accrediting association or approved in writing by the Superintendent. Coursework with a grade of "D" shall not constitute "approved coursework." "Hours" of approved coursework shall be semester hours or the quarter hour equivalent thereof. Notwithstanding any provisions of this section, coursework submitted by the Teacher and approved for salary column placement prior to the effective date of this Agreement shall constitute "approved coursework."
2. **BA:** A baccalaureate degree.
3. **BA+18; BA+36; BA+54; BA+72:** Eighteen (18), thirty-six (36), fifty-four (54), or seventy-two (72) hours of approved coursework earned subsequent to the conferring of the baccalaureate degree and subsequent to the Teacher's eligibility for a standard Teacher's certificate.
4. **MA:** A master's degree.
5. **MA+18; MA+36:** Eighteen (18) or thirty-six (36) hours of approved coursework earned subsequent to the conferring of the master's degree and subsequent to the Teacher's eligibility for a standard Teacher's certificate.
6. **Doctorate:** A doctoral degree.

## 2305 Step Placement

The Teacher shall be placed on the appropriate step of the salary schedule on the basis of documentation prior years of service submitted to the Superintendent as required. Notwithstanding, the highest induction step for the newly appointed Teacher shall be Step 6 for the Teacher holding a baccalaureate degree and Step 8 for the Teacher holding a master's degree. Upon approval of the Board on a case by case basis, the highest induction steps may be increased in accordance with AS 14.20.220. Such exceptions may be made for reasons including but not limited to exceptional qualifications and a limited supply of candidates for a given position and shall not be made in an arbitrary and capricious manner. After initial placement, step movement on the salary schedule shall be determined by the number of years of District service accrued. Step placement shall further be governed by the following definition:

**Year of Service:** A period of not less than the equivalent of one hundred forty (140) standard work days on duty served between July 1 and the following June 30 under contract in a position for which a Teacher's certificate is required. Such service shall be in a public (or in an approved or accredited nonpublic) elementary or secondary school in the United States (or outside the United States supported by funds of the United States government). Notwithstanding the provisions of this section, any year of service presented by the Teacher and approved for salary step purposes prior to the effective date of this Agreement shall constitute a "year of service."

## 2306 Movement on the Salary Schedule

For budgeting purposes, the District plans a one (1) year Step increase for each eligible Teacher. If a Teacher anticipates a Column increase prior to the first scheduled day of duty of the next work year, the new Column and Step anticipated by the Teacher must be indicated on a form provided by the District, attached to the next year's contract offer. If a Teacher fails to indicate salary schedule movement when signing and turning in their contract, the maximum Column and Step increase for the year is one (1) Column to the right and one (1) Step down, with any remaining movement corrected in the following year.

## 2307 Salary Schedule

- School Year 2021-2022: $4000 to every cell, teachers at the final (bottom) step will receive an additional 2% of their step
- School Year 2022-2023: 1% to every cell, teachers at the final (bottom) step will receive an additional 2% of their step
- School Year 2023-2024: 1% to every cell, teachers at the final (bottom) step will receive an additional 2% of their step

Teachers in BA Step 8, BA+18 Step 9, BA+36/MA Step 11, BA+54/MA+18 Step 13, or BA+72/MA+36 step 15 shall receive an additional 2% of their step.

## 2308 Extra Curricular Activities

Compensable added duty is any voluntarily assumed work related to the co-curricular program that is performed primarily outside the standard workday and is covered by an added duty contract. The added duty contract shall be drawn up after conferring with the Teacher and shall include but not necessarily be limited to the activity name, the tentative period to be covered and an estimate of the number of hours involved, a general statement of basic duties (including whether it is anticipated that the Teacher will have to transport students), the compensation to be provided, and the immediate supervisor. Except as may otherwise be provided, compensation under the added duty contract shall be paid in one lump sum with the next regular payroll following certification by the Superintendent that the contract has been successfully completed.

The Teacher shall be eligible for regular teaching compensation while on approved travel status pursuant to an added duty contract. Notwithstanding the provisions of Article 1100, prior to approved travel pursuant to an added duty contract, the Teacher shall be provided an advance of the estimated reasonable and necessary expenses associated with the travel. Within ten (10) days after return to regular duty, the Teacher shall present a written and signed accounting of expenses as required. Within twenty (20) days thereafter, the Teacher shall reimburse the District for any amount of the advance not used for reasonable and necessary expenses, or the District shall reimburse the Teacher for any additional reasonable and necessary expenses not covered by the advance.

## 2309 Extra Curricular Activities Schedule

Compensation under an extracurricular activity contract shall be in accordance with the rates provided in the schedule below. A job description will be provided to the Teacher/Employee prior to signing an extra-curricular contract. For activities not provided in the schedule, the compensation shall be agreed upon in advance and included in the extracurricular activity contract.

| Position | | Compensation by % of BA Step 1 |
|---|---|---|
| Activities Director | | 15% (with dedicated AD plan time greater than or equal to 25% of the work day) |
| Basketball: | Junior High - Girls/Boys | 4.5% |
| | Asst. Coach/Junior Varsity – Girls/Boys | 4.5% |
| | Varsity – Girls/Boys | 10% |
| Book Fair Organizer | | 2% (per fair) |
| Cross-Country Running | | 3% |
| | Assistant | 2% |
| Cross-Country Skiing | | 6% |
| | Assistant | 3% |
| Cross-Country Skiing Trail Maintenance | | 2.5% |
| CyberLynx Cross Country Skiing | | 2% |
| Drama (Per Production 2 people) | | 2% |
| Secondary Advisors: | | |
| | Junior High | 1% |
| | Senior High (3 people for Student Government) | 2.5% |
| Music: | Director | 8% |
| | Music Festival Host | 4% |
| Native Youth Olympics | | 2% |
| Soccer: | Junior Varsity/Assistant Varsity | 3% |
| | Varsity | 6% |
| Student Government | | 6% |
| NSLC Student Leadership Team Advisor | | 2.5% |
| Track & Field | | 4% |
| | Assistant | 2% |
| Volleyball | Junior Varsity/Assistant Varsity | 3% |
| | Varsity | 6% |
| Wrestling: | Junior High/Assistant Varsity | 3% |
| | Varsity | 6% |
| Yearbook | | 3.5% |
| Robotics | | 4% |
| Hall/Lunch/Playground/Detention | | $25/day |

*In addition, compensation shall increase by 1% for every three years of experience up to a maximum increase of 3%/9 years' experience.

## 2400 ASSOCIATION RIGHTS

### 2401 Dues Deduction

The Association President shall annually notify the Superintendent in writing, to be received not later than September 15, of the annual amount of Association dues. The District shall deduct Association dues in equal monthly installments from the paycheck of the Teacher who submits written authorization as required to be received by the Superintendent not later than September 15. The dues deduction authorization shall remain in effect from year to year.

**2402 Use of Facilities and Equipment**

The Association shall have the same access to District facilities as any other nonprofit organization. The Association shall promptly reimburse the District for any costs, other than normal utility costs, associated with the Association's use of District facilities.

When not otherwise needed for District purposes, the Association may use designated equipment including but not necessarily limited to typewriters and duplicating machines. The Association shall furnish its own supplies for the equipment and shall promptly compensate the District for any damage to, or loss of, equipment associated with the Association's use of District equipment.

The Association may post material on the designated bulletin board in Teachers' lounge so long as the material clearly indicates that it is from the Association.

Except as otherwise may be provided in this Agreement or as may have the prior written approval of the Superintendent, no Association business shall be conducted during the standard workday.

# Appendix 1: Salary Schedule

| Nenana Education Association<br>2021-2022 Salary Schedule | | | | | |
|---|---|---|---|---|---|
| | BA | BA+18 | BA+36 | BA+54 | BA+72 |
| Step | | | MA | MA+18 | MA+36 |
| 1 | $ 53,047.81 | $ 55,067.38 | $ 57,328.47 | $ 59,544.34 | $ 61,815.10 |
| 2 | $ 54,923.91 | $ 56,939.87 | $ 59,387.70 | $ 61,599.59 | $ 63,864.39 |
| 3 | $ 56,801.31 | $ 58,813.67 | $ 61,446.94 | $ 63,654.85 | $ 65,912.40 |
| 4 | $ 58,677.41 | $ 60,686.14 | $ 63,506.18 | $ 65,708.83 | $ 67,961.68 |
| 5 | $ 60,553.51 | $ 62,558.64 | $ 65,564.13 | $ 67,764.08 | $ 70,010.97 |
| 6 | $ 62,430.90 | $ 64,432.44 | $ 67,623.38 | $ 69,819.34 | $ 72,058.98 |
| 7 | $ 64,307.01 | $ 66,304.92 | $ 69,682.62 | $ 71,873.31 | $ 74,108.26 |
| 8 | $ 66,183.11 | $ 68,177.42 | $ 71,740.55 | $ 73,928.57 | $ 76,157.54 |
| 9 | | $70,049.90 | $73,799.78 | $75,983.81 | $78,206.85 |
| 10 | | | $75,859.03 | $78,037.79 | $80,254.85 |
| 11 | | | $77,918.27 | $80,093.05 | $82,304.15 |
| 12 | | | | $82,148.31 | $84,353.43 |
| 13 | | | | $84,203.57 | $86,402.72 |
| 14 | | | | | $88,452.02 |
| 15 | | | | | $90,501.29 |

Teachers in BA Step 8, BA+18 Step 9, BA+36/MA Step 11, BA+54/MA+18 Step 13 or BA+72/MA+36 Step 15 shall receive an additional 2% of their step.

| Nenana Education Association<br>2022-2023 Salary Schedule | | | | | |
|---|---|---|---|---|---|
| | BA | BA+18 | BA+36 | BA+54 | BA+72 |
| Step | | | MA | MA+18 | MA+36 |
| 1 | $ 53,578.29 | $ 55,618.05 | $ 57,901.75 | $ 60,139.78 | $ 62,433.25 |
| 2 | $ 55,473.15 | $ 57,509.27 | $ 59,981.58 | $ 62,215.59 | $ 64,503.03 |
| 3 | $ 57,369.32 | $ 59,401.81 | $ 62,061.41 | $ 64,291.40 | $ 66,571.52 |
| 4 | $ 59,264.18 | $ 61,293.00 | $ 64,141.24 | $ 66,365.92 | $ 68,641.30 |
| 5 | $ 61,159.05 | $ 63,184.23 | $ 66,219.77 | $ 68,441.72 | $ 70,711.08 |
| 6 | $ 63,055.21 | $ 65,076.76 | $ 68,299.61 | $ 70,517.53 | $ 72,779.57 |
| 7 | $ 64,950.08 | $ 66,967.97 | $ 70,379.45 | $ 72,592.04 | $ 74,849.34 |
| 8 | $ 66,844.94 | $ 68,859.19 | $ 72,457.96 | $ 74,667.86 | $ 76,919.12 |
| 9 | | $ 70,750.40 | $ 74,537.78 | $ 76,743.65 | $ 78,988.92 |
| 10 | | | $ 76,617.62 | $ 78,818.17 | $ 81,057.40 |
| 11 | | | $ 78,697.45 | $ 80,893.98 | $ 83,127.19 |
| 12 | | | | $ 82,969.79 | $ 85,196.96 |
| 13 | | | | $ 85,045.61 | $ 87,266.75 |
| 14 | | | | | $ 89,336.54 |
| 15 | | | | | $ 91,406.30 |

Teachers in BA Step 8, BA+18 Step 9, BA+36/MA Step 11, BA+54/MA+18 Step 13 or BA+72/MA+36 Step 15 shall receive an additional 2% of their step

| Nenana Education Association<br>2023-2024 Salary Schedule | | | | | |
|---|---|---|---|---|---|
| | BA | BA+18 | BA+36 | BA+54 | BA+72 |
| Step | | | MA | MA+18 | MA+36 |
| 1 | $ 54,114.07 | $ 56,174.23 | $ 58,480.77 | $ 60,741.18 | $ 63,057.58 |
| 2 | $ 56,027.88 | $ 58,084.36 | $ 60,581.40 | $ 62,837.75 | $ 65,148.06 |
| 3 | $ 57,943.01 | $ 59,995.83 | $ 62,682.02 | $ 64,934.31 | $ 67,237.24 |
| 4 | $ 59,856.82 | $ 61,905.93 | $ 64,782.65 | $ 67,029.58 | $ 69,327.71 |
| 5 | $ 61,770.64 | $ 63,816.07 | $ 66,881.97 | $ 69,126.14 | $ 71,418.19 |
| 6 | $ 63,685.76 | $ 65,727.53 | $ 68,982.61 | $ 71,222.71 | $ 73,507.37 |
| 7 | $ 65,599.58 | $ 67,637.65 | $ 71,083.24 | $ 73,317.96 | $ 75,597.83 |
| 8 | $ 67,513.39 | $ 69,547.78 | $ 73,182.54 | $ 75,414.54 | $ 77,688.31 |
| 9 | | $ 71,457.90 | $ 75,283.16 | $ 77,511.09 | $ 79,778.81 |
| 10 | | | $ 77,383.80 | $ 79,606.35 | $ 81,867.97 |
| 11 | | | $ 79,484.42 | $ 81,702.92 | $ 83,958.46 |
| 12 | | | | $ 83,799.49 | $ 86,048.93 |
| 13 | | | | $ 85,896.07 | $ 88,139.42 |
| 14 | | | | | $ 90,229.91 |
| 15 | | | | | $ 92,320.36 |

Teachers in BA Step 8, BA+18 Step 9, BA+36/MA Step 11, BA+54/MA+18 Step 13 or BA+72/MA+36 Step 15 shall receive an additional 2% of their step.

## Appendix 2: Extra Duty Contract Compensation Schedule

| Nenana Education Association |
|---|
| 2021-2022 Extra Curricular Activities |

| **Base Salary** | | **$53,047.81** | | | |
|---|---|---|---|---|---|
| **Compensation by % of BA1 on Teacher Salary Scale** | **Value** | **Years 1-3** | **Years 4-6** | **Years 7-9** | **Years 10+** |
| Activities Director (with dedicated AD plan time greater than or equal to 25% of the work day) | 15.0% | $7,957.00 | $8,487.00 | $9,017.00 | $9,547.00 |
| Basketball Junior High | 4.5% | $2,387.00 | $2,917.00 | $3,447.00 | $3,977.00 |
| Basketball Junior Varsity & Assistant Coach | 4.5% | $2,387.00 | $2,917.00 | $3,447.00 | $3,977.00 |
| Basketball Varsity | 10.0% | $5,305.00 | $5,835.00 | $6,365.00 | $6,895.00 |
| Book Fair Organizer (Paid per fair) | 2.0% | $1,061.00 | $1,591.00 | $2,121.00 | $2,651.00 |
| Cross-Country Running | 3.0% | $1,591.00 | $2,121.00 | $2,651.00 | $3,181.00 |
| Cross-Country Running Assistant | 2.0% | $1,061.00 | $1,591.00 | $2,121.00 | $2,651.00 |
| Cross-Country Skiing | 6.0% | $3,183.00 | $3,713.00 | $4,243.00 | $4,773.00 |
| Cross-Country Skiing Assistant | 3.0% | $1,591.00 | $2,121.00 | $2,651.00 | $3,181.00 |
| Cross-Country Skiing Trail Maintenance | 2.5% | $1,326.00 | $1,856.00 | $2,386.00 | $2,916.00 |
| CyberLynx Cross Country Skiing | 2.0% | $1,061.00 | $1,591.00 | $2,121.00 | $2,651.00 |
| Drama (Per Production 2 people) | 2.0% | $1,061.00 | $1,591.00 | $2,121.00 | $2,651.00 |
| Secondary Advisor - Junior High | 1.0% | $530.00 | $1,060.00 | $1,590.00 | $2,120.00 |
| Secondary Advisors - (3 people for Student Government) | 2.5% | $1,326.00 | $1,856.00 | $2,386.00 | $2,916.00 |
| Music Director | 8.0% | $4,244.00 | $4,774.00 | $5,304.00 | $5,834.00 |
| Music Festival Host | 4.0% | $2,122.00 | $2,652.00 | $3,182.00 | $3,712.00 |
| Native Youth Olympics | 2.0% | $1,061.00 | $1,591.00 | $2,121.00 | $2,651.00 |
| Soccer Junior Varsity/Assistant Varsity | 3.0% | $1,591.00 | $2,121.00 | $2,651.00 | $3,181.00 |
| Soccer Varsity | 6.0% | $3,183.00 | $3,713.00 | $4,243.00 | $4,773.00 |
| Student Government | 6.0% | $3,183.00 | $3,713.00 | $4,243.00 | $4,773.00 |
| NSLC Leadership | 2.5% | $1,326.00 | $1,856.00 | $2,386.00 | $2,916.00 |
| Track & Field | 4.0% | $2,122.00 | $2,652.00 | $3,182.00 | $3,712.00 |

| | | | | | |
|---|---|---|---|---|---|
| Track & Field Assistant | 2.0% | $1,061.00 | $1,591.00 | $2,121.00 | $2,651.00 |
| Volleyball Junior Varsity/Assistant Varsity | 3.0% | $1,591.00 | $2,121.00 | $2,651.00 | $3,181.00 |
| Volleyball Varsity | 6.0% | $3,183.00 | $3,713.00 | $4,243.00 | $4,773.00 |
| Wrestling Junior High/Assistant Varsity | 3.0% | $1,591.00 | $2,121.00 | $2,651.00 | $3,181.00 |
| Wrestling Varsity | 6.0% | $3,183.00 | $3,713.00 | $4,243.00 | $4,773.00 |
| Yearbook | 3.5% | $1,857.00 | $2,387.00 | $2,917.00 | $3,447.00 |
| Robotics | 4.0% | $2,122.00 | $2,652.00 | $3,182.00 | $3,712.00 |
| Hall/Lunch/Playground/Detention | | $25/day | $25/day | $25/day | $25/day |
| | | | | | |
| | | | | | |
| Base Salary = amount times the percentage listed for the activity. | | $53,047.81 | | | |
| Column Increase = 1% | | $530.00 | | | |
| Salary for years 4 - 6 = Base Salary + 1% | | $530.00 | | | |
| Salary for years 7 - 9 = Base Salary + 2% | | $1,060.00 | | | |
| Salary for years 10+ = Base Salary + 3% | | $1,590.00 | | | |

Nenana Education Association

2023-2024 Extra Curricular Activities

| **Base Salary``** | | **$54,114.07** | | | |
|---|---|---|---|---|---|
| **Compensation by % of BA1 on Teacher Salary Scale** | **Value** | **Years 1-3** | **Years 4-6** | **Years 7-9** | **Years 10+** |
| Activities Director (with dedicated AD plan time greater than or equal to 25% of the work day) | 15.0% | $8,117.00 | $8,658.00 | $9,199.00 | $9,740.00 |
| Basketball Junior High | 4.5% | $2,435.00 | $2,976.00 | $3,517.00 | $4,058.00 |
| Basketball Junior Varsity & Assistant Coach | 4.5% | $2,435.00 | $2,976.00 | $3,517.00 | $4,058.00 |
| Basketball Varsity | 10.0% | $5,411.00 | $5,952.00 | $6,493.00 | $7,034.00 |
| Book Fair Organizer (Paid per fair) | 2.0% | $1,082.00 | $1,623.00 | $2,164.00 | $2,705.00 |
| Cross-Country Running | 3.0% | $1,623.00 | $2,164.00 | $2,705.00 | $3,246.00 |
| Cross-Country Running Assistant | 2.0% | $1,082.00 | $1,623.00 | $2,164.00 | $2,705.00 |
| Cross-Country Skiing | 6.0% | $3,247.00 | $3,788.00 | $4,329.00 | $4,870.00 |
| Cross-Country Skiing Assistant | 3.0% | $1,623.00 | $2,164.00 | $2,705.00 | $3,246.00 |
| Cross-Country Skiing Trail Maintenance | 2.5% | $1,353.00 | $1,894.00 | $2,435.00 | $2,976.00 |
| CyberLynx Cross Country Skiing | 2.0% | $1,082.00 | $1,623.00 | $2,164.00 | $2,705.00 |
| Drama (Per Production 2 people) | 2.0% | $1,082.00 | $1,623.00 | $2,164.00 | $2,705.00 |
| Secondary Advisor - Junior High | 1.0% | $541.00 | $1,082.00 | $1,623.00 | $2,164.00 |
| Secondary Advisors - (3 people for Student Government) | 2.5% | $1,353.00 | $1,894.00 | $2,435.00 | $2,976.00 |
| Music Director | 8.0% | $4,329.00 | $4,870.00 | $5,411.00 | $5,952.00 |
| Music Festival Host | 4.0% | $2,165.00 | $2,706.00 | $3,247.00 | $3,788.00 |
| Native Youth Olympics | 2.0% | $1,082.00 | $1,623.00 | $2,164.00 | $2,705.00 |
| Soccer Junior Varsity/Assistant Varsity | 3.0% | $1,623.00 | $2,164.00 | $2,705.00 | $3,246.00 |
| Soccer Varsity | 6.0% | $3,247.00 | $3,788.00 | $4,329.00 | $4,870.00 |
| Student Government | 6.0% | $3,247.00 | $3,788.00 | $4,329.00 | $4,870.00 |
| NSLC Leadership | 2.5% | $1,353.00 | $1,894.00 | $2,435.00 | $2,976.00 |
| Track & Field | 4.0% | $2,165.00 | $2,706.00 | $3,247.00 | $3,788.00 |
| Track & Field Assistant | 2.0% | $1,082.00 | $1,623.00 | $2,164.00 | $2,705.00 |
| Volleyball Junior Varsity/Assistant Varsity | 3.0% | $1,623.00 | $2,164.00 | $2,705.00 | $3,246.00 |
| Volleyball Varsity | 6.0% | $3,247.00 | $3,788.00 | $4,329.00 | $4,870.00 |

| | | | | | |
|---|---|---|---|---|---|
| Wrestling Junior High/Assistant Varsity | 3.0% | $1,623.00 | $2,164.00 | $2,705.00 | $3,246.00 |
| Wrestling Varsity | 6.0% | $3,247.00 | $3,788.00 | $4,329.00 | $4,870.00 |
| Yearbook | 3.5% | $1,894.00 | $2,435.00 | $2,976.00 | $3,517.00 |
| Robotics | 4.0% | $2,165.00 | $2,706.00 | $3,247.00 | $3,788.00 |
| Hall/Lunch/Playground/Detention | | $25/day | $25/day | $25/day | $25/day |
| | | | | | |
| | | | | | |
| Base Salary = amount times the percentage listed for the activity. | | $54,114.07 | | | |
| Column Increase = 1% | | $541.00 | | | |
| Salary for years 4 - 6 = Base Salary + 1% | | $541.00 | | | |
| Salary for years 7 - 9 = Base Salary + 2% | | $1,082.00 | | | |
| Salary for years 10+ = Base Salary + 3% | | $1,623.00 | | | |

Nenana Education Association

2022-2023 Extra Curricular Activities

| **Base Salary** | | **$53,578.29** | | | |
|---|---|---|---|---|---|
| **Compensation by % of BA1 on Teacher Salary Scale** | **Value** | **Years 1-3** | **Years 4-6** | **Years 7-9** | **Years 10+** |
| Activities Director (with dedicated AD plan time greater than or equal to 25% of the work day) | 15.0% | $8,037.00 | $8,573.00 | $9,109.00 | $9,645.00 |
| Basketball Junior High | 4.5% | $2,411.00 | $2,947.00 | $3,483.00 | $4,019.00 |
| Basketball Junior Varsity & Assistant Coach | 4.5% | $2,411.00 | $2,947.00 | $3,483.00 | $4,019.00 |
| Basketball Varsity | 10.0% | $5,358.00 | $5,894.00 | $6,430.00 | $6,966.00 |
| Book Fair Organizer (Paid per fair) | 2.0% | $1,072.00 | $1,608.00 | $2,144.00 | $2,680.00 |
| Cross-Country Running | 3.0% | $1,607.00 | $2,143.00 | $2,679.00 | $3,215.00 |
| Cross-Country Running Assistant | 2.0% | $1,072.00 | $1,608.00 | $2,144.00 | $2,680.00 |
| Cross-Country Skiing | 6.0% | $3,215.00 | $3,751.00 | $4,287.00 | $4,823.00 |
| Cross-Country Skiing Assistant | 3.0% | $1,607.00 | $2,143.00 | $2,679.00 | $3,215.00 |
| Cross-Country Skiing Trail Maintenance | 2.5% | $1,339.00 | $1,875.00 | $2,411.00 | $2,947.00 |
| CyberLynx Cross Country Skiing | 2.0% | $1,072.00 | $1,608.00 | $2,144.00 | $2,680.00 |
| Drama (Per Production 2 people) | 2.0% | $1,072.00 | $1,608.00 | $2,144.00 | $2,680.00 |
| Secondary Advisor - Junior High | 1.0% | $536.00 | $1,072.00 | $1,608.00 | $2,144.00 |
| Secondary Advisors - (3 people for Student Government) | 2.5% | $1,339.00 | $1,875.00 | $2,411.00 | $2,947.00 |
| Music Director | 8.0% | $4,286.00 | $4,822.00 | $5,358.00 | $5,894.00 |
| Music Festival Host | 4.0% | $2,143.00 | $2,679.00 | $3,215.00 | $3,751.00 |
| Native Youth Olympics | 2.0% | $1,072.00 | $1,608.00 | $2,144.00 | $2,680.00 |
| Soccer Junior Varsity/Assistant Varsity | 3.0% | $1,607.00 | $2,143.00 | $2,679.00 | $3,215.00 |
| Soccer Varsity | 6.0% | $3,215.00 | $3,751.00 | $4,287.00 | $4,823.00 |
| Student Government | 6.0% | $3,215.00 | $3,751.00 | $4,287.00 | $4,823.00 |
| NSLC Leadership | 2.5% | $1,339.00 | $1,875.00 | $2,411.00 | $2,947.00 |
| Track & Field | 4.0% | $2,143.00 | $2,679.00 | $3,215.00 | $3,751.00 |
| Track & Field Assistant | 2.0% | $1,072.00 | $1,608.00 | $2,144.00 | $2,680.00 |
| Volleyball Junior Varsity/Assistant Varsity | 3.0% | $1,607.00 | $2,143.00 | $2,679.00 | $3,215.00 |
| Volleyball Varsity | 6.0% | $3,215.00 | $3,751.00 | $4,287.00 | $4,823.00 |

| | | | | | |
|---|---|---|---|---|---|
| Wrestling Junior High/Assistant Varsity | 3.0% | $1,607.00 | $2,143.00 | $2,679.00 | $3,215.00 |
| Wrestling Varsity | 6.0% | $3,215.00 | $3,751.00 | $4,287.00 | $4,823.00 |
| Yearbook | 3.5% | $1,875.00 | $2,411.00 | $2,947.00 | $3,483.00 |
| Robotics | 4.0% | $2,143.00 | $2,679.00 | $3,215.00 | $3,751.00 |
| Hall/Lunch/Playground/Detention | | $25/day | $25/day | $25/day | $25/day |
| | | | | | |
| | | | | | |
| Base Salary = amount times the percentage listed for the activity. | | $53,578.29 | | | |
| Column Increase = 1% | | $536.00 | | | |
| Salary for years 4 - 6 = Base Salary + 1% | | $536.00 | | | |
| Salary for years 7 - 9 = Base Salary + 2% | | $1,072.00 | | | |
| Salary for years 10+ = Base Salary + 3% | | $1,608.00 | | | |